

Recommended Sequence of Courses

First Semester – Fall

BUS 112	Service Management Systems	3
CPT 220	e-Commerce	3
MGT 120	Small Business Management	3

Total 9

Second Semester – Spring

CPT 174	Microcomputer Spreadsheets	3
MGT 210	Employee Selection and Retention	3
MGT 250	Situational Supervision	3

Total 9

Third Semester – Summer

MKT 130	Customer Services Principles	3
MKT 240	Advertising	3

Total 6

Transportation and Logistics

Certificate in Applied Science

Credit Requirements: 24 Semester Credit Hours

This certificate program provides students with an academic foundation in several areas: transportation, customer service management, logistics, warehousing, export/import, shipping and commercial motor carrier. Students who complete this certificate have potential for employment as a dispatcher, operations specialist, and shipping and receiving and warehouse specialist. This certificate may be applied to the Transportation and Logistics career path.

Admission into this program requires proof of high school graduation (or GED) and qualifying scores on SAT, ACT or the TTC placement test.

Recommended Sequence of Courses

First Semester – Fall

TRL 101	Introduction to Transportation	3
TRL 102	Customer Service Management	3
TRL 103	Logistics Management	3

Total 9

Second Semester – Spring

MMT 110	Inventory Management	3
TRL 104	Transportation Administration	3
TRL 105	Warehousing	3

Total 9

Third Semester – Summer

TRL 106	Export/Import	3
TRL 107	Commercial Motor Carrier	3

Total 6

UNIX Systems Operations

Certificate in Applied Science

Credit Requirements: 18 Semester Credit Hours

This program prepares you for computer network operations specialist jobs. It is ideal if you are employed in a business that uses the UNIX operating system in a LAN or WAN environment.

Admission into this program requires proof of high school graduation (or GED) and qualifying scores on SAT, ACT or the TTC placement test.

Recommended Sequence of Courses

First Semester

CPT 102	Basic Computer Concepts	3
IST 220	Data Communications	3

Total 6

Second Semester

IST 166	Network Fundamentals	3
IST 190	Linux Essentials	3

Total 6

Third Semester

IST 191	Linux System Administration	3
IST 192	Linux Network Applications	3

Total 6